

INFORMATION

TAB SECTION: 2

  X   ACTION REQUIRED

DATE OF MEETING: 4/24/08

PREPARED BY: Whitt

DATE MATERIAL  
PREPARED: 4/08/08

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**AGENDA ITEM:** Follow Up: March Strategic Meeting

**ENCLOSURES:**

- Follow Up March Strategic Meeting – Map of 30 to 90 day action plan
- MHSOAC Staff and Staff Assignments, April 2008
- Proposed meeting agenda template
- Map of Proposed Communication Strategies with Stakeholders
- Proposed meeting agendas for the next 12 months

**OTHER MATERIAL RELATED TO ITEM:**

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**ISSUE:**

On March 27 and 28, 2008, the MHSOAC and its staff held a strategic planning meeting. The Commission reviewed its current vision and discussed future challenges and opportunities. It worked to develop a strategic road map and it also examined ways to improve MHSOAC operations.

Below are several areas that were identified by both staff and commissioners that need attention.

1. Introduction of staff and staff assignments – see attached Staff Assignments list
2. Proposed meeting agenda template – see attached template
3. Proposed protocols, process and timeline for setting meeting agendas – included on the enclosed document: Follow Up March Strategic Meeting – Map of 30 to 90 day action plan
4. How meetings will be conducted and how items will be followed up on and reported back to Commissioners
5. Discussion of technical infrastructure – what are the various tools available to staff and commissioners in terms of phone service, computers, personal assistance, etc.
6. Discussion of communication strategies with stakeholders
7. Proposed meeting agendas for next 12 months – see attached draft agendas
8. Proposed next steps for strategic planning – included on the enclosed document: Map of Proposed Communication Strategies with Stakeholders

The Commission's task will be to determine if the items presented meet their needs. Ultimately, the Commission will be asked to adopt Items 2, 3, 7 and 8 so that each item can be brought before the Commission for revision at some point in the future, as needed.

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**ISSUE: (Cont'd)**

- 1. Proposed Motion: Adopt the proposed meeting agenda template***
- 2. Proposed Motion: Adopt the proposed protocols, process and timeline for setting meeting agendas.***
- 3. Proposed Motion: Adopt the proposed meeting agenda for the next 12 months***
- 4. Proposed Motion: Adopt the proposed next steps for strategic planning***